

TAB

SPEAKER INDEX		date
Speaker's name	position/title/job	
Speaker's office and component		
biographic data attached	filed (place)	
correspondence attached	filed (place)	
Course title	Lecture length	
General subject of lecture	taped	
Specific subject of lecture	typed	

<p>E In checking these items, consider only</p> <p>V the speaker's presentation in this course</p> <p>A on this particular subject, irrespective</p> <p>L of general competence in speaking or</p> <p>U other fields. If you would like to</p> <p>A qualify any checked item (e.g., to ex-</p> <p>T plain why this lecture may have been</p> <p>I less valuable to this particular group</p> <p>O than to some other) please do so under</p> <p>N "COMMENTS".</p>	<p>Content Value</p> <p>little</p> <p>limited</p> <p>definite</p> <p>high</p> <p>outstanding</p>	<p>Delivery effectiveness</p> <p>difficulties noted</p> <p>detracted somewhat</p> <p>no difficulties noted</p> <p>good</p> <p>outstanding</p>
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COMMENTS (Use and condition of graphics, visual aids, etc.)

SUBMITTED BY	APPROVED AND FORWARDED
Name, Title, School or Staff	Name of School or Staff Chief
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